

Committee: Public Safety Building Committee – Temporary Site Subcommittee

Place: Web Ex

Date: November 12, 2020

Time: 3:00 pm

Chairs Statement: This meeting is not being recorded, videotaped and broadcasted. If any other persons present are recording, videotaping or broadcasting this meeting you must notify the chairperson at this time.

City recording via WebEx no others Recording

New Attachments / presentations:

- None

Roll Call

Committee Members & OPM team: Mayor Wedegartner, Chair Dave Moscaritolo, Jean Wall, Neil Joyce, Peter McIver, Butch Hawkins, Dennis Ross, Adam Champagne, Gene Howard, Chief Strahan, Jennifer Stromsten, (David Singer Chair of main cmte)

Members of the public & Town Officials: Dawn Morin, Katrina Pacheco, Michael Matrotrotaro, Amy Moscaritolo, Councilor Elmer, Marlo Warner, someone calling in.

Approval of previous minutes - Mayor motions, 2nd Chief Strahan, Approved unanimously.

OPM Contract Questions

- Dennis - Article 2 defines the project by amount, but question is whether to go ahead and sign without a dollar amount which we don't have yet.
- Some other updates like the survey which will be done by town, not Pacheco Ross.
- Adam and Dennis are collecting scope and fees from consultants and refining what their scope is, it's "coming together".
- Mayor will follow up tomorrow.
- Contract is for both Temp and Permanent station

OPM Update

SCOPING THE JOB: Dennis said we are still working to refine vendors vs town scope of services. (per discussion in previous meetings – see minutes)

BIDS: There will be 3 bid packages (see minutes from 2 meetings ago with detail on scope / preliminary cost estimates): Apparatus bay | Offices | Miscellaneous work (walkways etc)

- Neil / Dennis – since it's modular / temporary construction we don't have to request a prevailing wage sheet.
- Regarding work that doesn't fall into that category, like walkways, Neil suggests we go out and use the state contractor list which will save time on bids.

SURVEY:

- Dennis - the only question hanging out there is a survey – meets & bounds, location of utilities etc – assuming the bidders will need that?
- Neil thinks the city Engineer has that already and that we don't have to have a complete survey done as this is a temporary project.
- Adam – we do need additional grade information to the “as built”
- Dennis – but we don't need a complex survey, just spot elevations, so we can save money on that.

Chief – we are right on track with our side of things

Dave M – when will we be able to see drawings?

Dennis – we have certain drawings now but most will come from the temp companies. The idea is to delegate as much design as possible to the temp and trailer companies. This makes everything happen outside of the city which reduces wage rate constraints. Drawings we will generate will be very simple and specify location on the site. The main point is to ensure the bid packages are fair and open and not pointing to one manufacturer (first one to go out will be for modular)

Neil – there will be a front end of the contract documents – general conditions, form of contract, bid forms, in terms of formal submission data we need to provide to the city. Can we work with Laura to get assembled?

Mayor – yes.

If we don't have a standard owner-contractor agreement reviewed by Town Council, for the purposes of construction we should get that started sooner rather than later so that approval won't hold up a contract. This needs to be included in the instructions issued for bids.

Carole Collins – the contract for the Wells St may be a model as it was modular.

David – do you have a list of the other items we could drive through that state contractor list?

Neil – not yet. That will be the result of follow up conversation with Marlo W. (Head of DPW) and that defined scope we are working on (identifying what will be Town DPW vs external vendors). The state makes standard labor contracts available to all municipalities for many services like plumbing, carpentry etc. We'll try to back into only those disciplines. The more work the city can do for itself, the less we'll spend on the station.

Dave M – we need to see the list of what Marlo can commit to vs what's going out for bid.

Dennis – we will take the drawing we have and identify those areas which we can do rather simply. We'll get that going right away.

Mayor – Neil, you mentioned we need boiler plate for the bids for the structures is that the same as the contracts?

It will be a contract agreement between the owner and the modular, one for each of the suppliers. In addition to that there's all of the general provisions, special provisions. These should all be standard documents that the city includes in any contract you do.

Mayor – Marlo is here, should we ask for more clarity?

Neil – the ball is really in our court.

Dennis – the drawing we'll prepare (referenced above) will be shared to Marlo as well

New Items

None

Future Meetings

Dave will send out list again but next meeting is November 23rd.

Neil reminds us to be aware of the holidays, and suggests possibly having a November 30 meeting on the calendar to help meet the deadline.

Motion to adjourn